



MEMORIAL HALL LIBRARY BOARD OF TRUSTEES MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, October 8, 2014, 4pm

Minutes Approved: November 12, 2014

Location: Admin Conference Room, Memorial Hall Library, 2 N. Main St, Andover

Agenda --Trustees Meeting, October 8, 2014

Minutes

- Approve September minutes

Treasurer's Report(s)

- Accept September Treasurer's report as of 9/30/14

Director's Update

- CIP renovation, roof deck, and Memorial Hall windows articles

Assistant Director's Report

- Landscape planning

Old Business

- Lincoln portrait restoration
- Valuation of art work for insurance

New Business

- Policy changes
 - Food Rule
 - Security Camera Policy
- Holiday lights

Adjournment

Next meeting(s):

November 12

December 10

January 14

February 11

March 11

April 8

May 13?



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Minutes – Trustees Meeting, October 8, 2014

Date: Wednesday, October 8, 2014
Present: Karen Herman, Tony Straceski, Larry Lamagna, Mark Yanowitz, Carolyn Fantini, Molly Foley, John Hess, Beth Mazin, Susan Katzenstein.
Minutes: **The Minutes of the September meeting were approved.**
Treasurer Report: **The Treasurer's Report as of September 30, 2014 was approved.** Larry will propose a new financial plan focusing on the Mutual Quest Class Z fund. Beth will remove the listing of the Foundation from the website. She will also review the information on the website about gifts to the Trustees.

Director's Update

- CIP renovation, roof deck, and MHL windows articles
- Memorial Hall windows are requested for the FY16 CIP. Town Manager seems to support this project
- Roof deck will be a Plant & Facilities article (major town project).
- The Library will propose a \$50,000 renovation article (Lib-1).

Assistant Director

- Landscape Planning
Maintenance of all the gardens is a problem.
Beth would like some funding in the operating budget specifically for maintenance.
Susan will talk to Samantha's Gardens for the maintenance of all our gardens. Ground cover in many areas may be the permanent solution to the weed problem.
Susan will look for a plot plan of the library's grounds. The grounds on the North side of the building will be the next project.

Old Business

- Lincoln Portrait
The Board viewed the completed restoration of the Lincoln portrait as well as the digitized version. This was a very successful project. Beth will get the digital portrait framed and ready for viewing in the Memorial Hall.



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- Valuation of art work
Karen will work with Beth to determine which pieces of art should be appraised.

Respectfully submitted,
Carolyn Fantini